



STATE OF DELAWARE
STATE FIRE PREVENTION COMMISSION
DELAWARE FIRE SERVICE CENTER

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DOVER, DELAWARE 19904

STATE FIRE PREVENTION COMMISSION

Monthly Meeting

June 20, 2006

MEMBERS PRESENT

Kenneth H. McMahon, Chairman
W. (Bill) Betts, Jr., Vice Chairman
Francis J. Dougherty
Marvin C. Sharp
Raymond T. Stevens
Daniel W. Magee

Mike Kernan, Director State Fire School
Willard F. Preston, III, State Fire Marshal
Sherry Lambertson, Executive Secretary

GUESTS

Grover P. Ingle, Assistant State Fire Marshal
Richard R. Ward, Assistant State Fire Marshal
R.T. Leicht, S.F.M.O.
Kim Robinson, D.S.F.S.
Ross Megargel, M.D., O.E. M.S.
Kenny Pyle, D.V.F.A.
Mike Lowe, D.S.F.S.

CALL TO ORDER

Chairman McMahon called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE

REGULAR SESSION

APPROVAL OF MAY 16, 2006 COMMISSION MEETING MINUTES

It was moved by Commissioner Sharp, seconded by Commissioner Dougherty that the minutes of the May 16, 2006 Commission meeting be approved as amended. Motion carried unanimously. Commissioner McMahon did not vote due to his absence at the May meeting.

CALL FOR ADDITIONAL AGENDA ITEMS

Chairman McMahon called for additional agenda items. Commissioner Magee added Delmarva Poultry Industry to the agenda. It was moved by Vice Chairman Betts, seconded by Commissioner Magee to approve the agenda as amended. Motion carried unanimously.

REPORT OF THE STATE FIRE MARSHAL

Agency's Activity for the month of May is as follows: investigations 82- (criminal 33- /accidental 38- undetermined 11-); arrests 3-; inspections 832- (health care 3-/deputy 167/tech services -272 "QAP-390"); complaints-44; plan reviews 510-; PRUF revenue collected (May) \$217,677 year to date \$2,159,315; total overtime hours worked (enforcement) 279.5-; time off in hours (Deputies) 525.0 (vacation 187.5- /compensatory leave 146.5- /sick leave 56.0- /holiday 135.0- /compassionate 0.0)

Personnel Issues

Interviews for the Fire Protection Specialist I position will take place on June 20, 2006. A name will be presented to the Commission for hire in July.

Bob Borkowski is doing well and expects to return to work in September.

Laura Echavarria, Administrative Specialist in New Castle County has returned to work.

Rebekah Quick is still out on medical leave and it is unknown when she may return to work..

Personnel Issues cont.

Crystal Beach has been activated for Military Duty for 60 days from June 29 – August 27, 2006.

INFORMATIONAL ITEMS

DFIRS Update

The following fire companies are delinquent in DFIRS requirements.

- **New Castle County**

Belvedere	January – April
Christiana	April
Five Points	April
Odessa	April
Wilmington Manor	April

- **Kent County**

Camden-Wyoming	April
Farmington	April
Harrington	April
Little Creek	January - April

- **Sussex County**

Delmar	April
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Hardwired Smoke Detectors

Fire Marshal Preston reported that the Hardwired Smoke Detector program is running well. Contacts are being made with different organizations to promote the program.

False Fire Alarms

Fire Marshal Preston reported that the Chief Deputy Fire Marshals are making contacts with the Fire Chief's that are not reporting false fire alarms.

Kent County Office Water Issue/Well Issue

Fire Marshal Preston reported that the water issue in the Kent County office remains to be a problem.

NFPA Conference

Fire Marshal Preston reported on attending the NFPA Conference.

Beach Bar Meeting

Fire Marshal Preston reported that the meeting with the beach bar owners went very well. Although, basically the same owners attend every year, the meeting still makes a difference. The owners that do attend make a difference by volunteering to make public safety changes. This gives a good example for the other bar owners in the area.

Wilmington High Rise Fire (Crestview)

Fire Marshal Preston discussed that because of the Wilmington High Rise Fire, we will see a push for retro fitted sprinkler systems.

Dover Downs Races

The Fire Marshal's Office assigned a Deputy Fire Marshal to work with Dover Fire Marshals Office during the race. Fire Marshal Preston reported that there was an issue with one of the campsites and he is concerned that the campers are closer than the ten feet apart that is required by the regulations. He intends to address this issue in the near future with Dover Downs.

State Fair

The Fire Marshal's Office will participate during the State Fair along with the Fire School.

Fire Inspector I Course

Fire Marshal Preston thanked Director Kernan and the Fire School for assisting with the Fire Inspector I course.

ACTION ITEMS

No report at this time.

FIRE MARSHAL/FIRE SCHOOL

No report at this time.

MISCELLANEOUS

No report at this time.

REPORT OF THE FIRE SCHOOL DIRECTOR

INFORMATIONAL ITEMS

Director/Staff Activity

Sandy Hypes attended training on testing for the National Registry in Baltimore May 18-20.

The Director, Mike Lowe, Kim Robinson, and Chuck Bradley attended the Risk Watch night at the Blue Rocks in Wilmington on May 19.

The Director, Commissioner McMahon, and several staff members met on May 24th with Deputy Fire Marshal Bill Hopson from Ocean County, NJ about the new "courage to be Safe" program being offered now in NJ and PA. The hope is to bring something similar to DE.

The Director and Biff Newnam attended training at DEMA on May 30, 31 to prepare them to assist DE and/or other states during times of disaster. They are now qualified to operate as members of an EMAC (Emergency Management Assistance Compact) Advance Team when needed.

The Deputy Director and Mike Lowe attended the NFPA Conference in Orlando.

The Director, at the request of Commissioner McMahon, has assumed the role of Delaware's Advocate for the National Fallen Fire Fighter's Life Safety Initiatives Program. He participated in his first 45-minute conference call with the national group on June 14.

The Director presented the recent graduates of the Basic Fire training with their certificates at the Chiefs' meetings in New Castle, Kent, and Sussex Counties. This was received very well and should be something that will continue.

Biff Newnam attended the International Association of Fire Chiefs' annual Hazardous Materials Seminar in Hunt Valley, Maryland on June 2,3.

Director/Staff Activity cont.

The Director attended the hurricane workshop conducted by DEMA Director Turner for the Sussex County Chiefs at Georgetown Fire School on June 6. Many topics of concern were discussed including the preparations necessary, storm season predictions, possible relocation of apparatus in anticipation of a storm, family care and responsibilities, etc. Director Turner has requested a similar meeting for the Kent County Chiefs.

The Director attended the state's Strategic Planning meeting on June 8 in preparation for this cycle of the Strategic Planning process.

Sandy Hypes is attending the American Heart Association's Emergency Cardiovascular Care update in Florida this week.

Mike Lowe and Jerry Brennan are attending the Management 313 course on Unified Command being offered through DEMA this week. With their completion, the Director, Deputy Director, and all training administrators will have completed this new course necessary to operate in the State Emergency Operations Center.

Director Kernan and Commissioner Magee hosted Senator Carper during his visit to the Fire School on June 5. The Senator was particularly interested in the things that we have been able to accomplish using the grant monies from the federal government. During his visit, the staff showed the Senator the teleconferencing equipment, the Chestnut Grove tabletop, and the Harmless Hazards Augmented Reality trailer.

Maintenance Issues/Projects

The annual flow tests conducted on the SCBA are due to start on July 3rd. The plan is to do half of the masks during the summer and the other ½ during the winter break in training.

Recently a broken pipe was discovered at the flammable liquids pad. Investigation revealed that the break was only in the outer pipe of the double-walled pipe. No leak of flammable liquid resulted. Further investigation by DNREC and Delmarva Petroleum revealed some concerns over compatibility of the pipe and the product that is now used for training. The affected pipes have now been replaced, as have clamps on others that were in question. The final step is to pressure test the lines. That is to be done today or tomorrow.

Maintenance Issues/Projects cont.

They offered a pilot course for Firefighter I through a grant to the Fire School. This is currently the direction that a lot of EMS training is going. The Fire School is exploring the possibility of offering this.

AHA Updates

The Commissioners were furnished a list of the AHA instructors who had chosen not to recertify. The turnover each time has remained consistent as some instructors leave and others join.

Financial Update

The financial statement by Chris Murabito was included in the information furnished to the Commissioners. There is nothing out of the ordinary to report at this time.

The Director has authorized the purchase of the new computer equipment to upgrade the kits used to deliver training in the field and the purchase of the new projectors and related equipment for the classrooms.

The Director reported that they are awaiting final word on the state budget decisions and have made some tentative plans.

Fire School Retreat

The Director reported on the Fire School Retreat last week. He reported on numerous topics that were discussed including some possible realignment of job responsibilities of Training Administrators, changes in the dress code, uniforms, code of conduct, and other policies. Next month, he will furnish an in-depth report.

Upcoming Events

“Government goes to Fire School” is scheduled for Sunday, June 25th at the Dover Fire School facility. The Director extended an invitation to the Commissioners.

The Director and several staff members will be attending the Hurricane Preparedness Conference being conducted by DEMA on June 28th as part of the continued commitment by the Fire School to be prepared to help in times of emergency.

Upcoming Events cont.

Work continues on the preparations for the site visit and recertification process for the Pro Board. This requires extensive documentation of courses, test procedures, etc. and is quite important.

The Director, Deputy Director, Biff Newnam, and Jerry Brennan will be attending an Executive Development Seminar, "Terror on the Underground - The London Experience" at the University of MD on June 29th. This will be a presentation by the Assistant Commissioner of the London Fire and Emergency Planning Authority on the terrorist bombings in London on July 7, 2005.

FIRE MARSHAL/FIRE SCHOOL

State Fair

The Fire School will be joining the Fire Marshal's Office in their annual efforts at the upcoming State Fair.

ACTION ITEM

No report at this time.

MISCELLANEOUS

Mike Lowe's Fire Safety activity report was furnished to the Commissioners.

Kim Robinson reported on the most recent success story of a child who had been trained as part of the Risk Watch initiative. The child discovered a purse on the ground at school. The purse contained some medications that could have been dangerous to the child or to others. The child acted properly and did not open the purse, but reported it to the proper authorities.

Kim also reported on the recent Risk Watch night at the Blue Rocks.

REGULAR SESSION

REPORT OF DEPUTY ATTORNEY GENERAL

No report at this time.

REGULAR SESSION

ACTION ITEM

BLS Medical Director

Dr. Megargel spoke on behalf of Dr. Bailey, BLS Medical Director. He discussed changed and/or updates to the draft BLS Protocols. The Commission reviewed a family disaster plan submitted by Dr. Bailey. The Commission reviewed plans being made in Delaware as well as nationally in regard to the Avian Flu Pandemic. A contingency plan is needed but Delaware does not have the capacity to handle a pandemic at this point. It was moved by Commissioner Magee, seconded by Vice Chairman Betts to move forward with plans for a BLS system plan for the Avian Flu Pandemic. Motion carried unanimously.

It was moved by Commissioner Magee, seconded by Commissioner Dougherty to enter into Executive Session for personnel and pending litigation reasons. Motion carried unanimously. The Commission entered Executive Session at 12:44 p.m.

EXECUTIVE SESSION

It was moved by Commissioner Magee, seconded by Vice Chairman Betts to go out of Executive Session. Motion carried unanimously. The Commission exited the executive Session at 1:00 p.m.

REGULAR SESSION

Kent County Position

It was moved by Vice Chairman Betts, seconded by Commissioner Magee to hire Linda Tosh as the Administrative Officer in the Kent County office. Motion carried unanimously.

It was moved by Vice Chairman Betts, seconded by Commissioner Dougherty to give the Fire Marshal authorizations to advertise and hire for the positions of Office manager in the New Castle County Office and Executive Secretary in the Kent County Office. Motion carried unanimously.

PUBLIC HEARING

The Commission recessed from regular session for a scheduled hearing at 1:00 p.m. for proposed changes to the State Fire Prevention Commission regulations. The hearing recessed until a 7:00 p.m. hearing.

REGULAR SESSION

It was moved by Commissioner Magee, seconded by Vice Chairman Betts to enter into Executive Session for personnel reasons. Motion carried unanimously. The Commission entered Executive Session at 1:50 p.m.

EXECUTIVE SESSION

It was moved by Vice Chairman Betts, seconded by Commissioner Magee to go out of Executive Session. Motion carried unanimously. The Commission exited the executive Session at 2:13 p.m.

REGULAR SESSION

ACTION ITEM

Strategic Plan

Chairman McMahon reported on a meeting that he attended with the state on putting together a strategic plan for the Commission. He gave the Commissioners some ideas to think about for goals to work towards.

Evaluation of Fire Marshal and Fire School Director

The evaluation of the Fire Marshal and Fire School Director was tabled until the July Commission meeting.

Laurel Fire Company

Laurel Fire Company was tabled until the July Commission meeting.

RECESS

It was moved by Vice Chairman Betts, seconded by Commissioner Sharp to recess from regular session at 2:33 p.m.

REGULAR SESSION

PUBLIC HEARING

The Commission recessed from regular session for a scheduled hearing at 7:00 p.m. for proposed changes to the State Fire Prevention Commission regulations. The hearing ended at 7:00 p.m.

REGULAR SESSION

GENERAL INFORMATION

No report at this time.

CORRESPONDENCE

No report at this time.

MISCELLANEOUS INFORMATION

No report at this time.

REPORT OF THE COMMISSIONERS

Chairman Kenneth H. McMahon

Chairman McMahon reported that he attended ALS Standards meeting, Everyone Goes Home Meeting at Fire School, New Castle County Paramedic Graduation, Hazmat Conference in Hunt Valley, MISC Meeting, Strategic Plan Meeting, State Chief's Meeting, Legislative Day at Fire School and New Castle Fire Marshal Office.

Commissioner Marvin Sharp

Commissioner Sharp reported that he attended the Monthly Fire Prevention Commission Meeting, Kent County Firemen's Association Meeting and Sussex County Firemen's Association Meeting.

Commissioner Francis J. Dougherty

Commissioner Dougherty reported that he attended the Monthly Fire Prevention Commission Meeting, Brandywine Hundred Fire Company Meeting, New Castle Chief's Meeting, Fire Marshal Interviews in Dover and New Castle County Firemen's Association Meeting.

Vice Chairman Willard Betts, Jr.

Vice Chairman Betts reported that he attended the Monthly Fire Prevention Commission Meeting and Kent County Chief's Meeting.

DATE OF NEXT MEETING

July 18, 2006
Commission Chamber
Delaware Fire Service Center
1463 Chestnut Grove Road
Dover, DE 19904

ADJOURNMENT

It was moved by Commissioner Dougherty, seconded by Vice Chairman Betts that the meeting be adjourned. Motion carried unanimously. The meeting was adjourned at 7:09 p.m.

Respectfully submitted,

Sherry R. Lambertson
Executive Secretary

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